

(COMPANY NAME)

(Date)

MEMORANDUM FOR DEFENSE FINANCE and ACCOUNTING SERVICE
DFAS-DE/ATDT/DEDE
(Attn: Mr. Daniel Medina)
6760 East Irvington Place
Denver Colorado 80279

FROM: **(Company Name)**
(Street Address)
(City, State and Zip Code)

SUBJECT: Collection of Checks for ESI SW – FY06 (CPEA00) For **BPA**
Number _____

1. This transmittal letter is to be used in lieu of a cash collection voucher (DD Form 1131).
2. Line of accounting to collect this check into is as follows:
5763400 306 47AZ 4KABE0 04 592RR 72806F 16 667100
FSR:001002 PSR: 076202 DSR: 075608
MORD: F2XTKK5287M006
3. Direct questions to **(Company POC, Phone Number)**.

1 Atch: **Check #-----**

Note: Also provide a copy of the check and transmittal letter sent to DFAS, Denver to the following address:

HQ OSSG/KABS
Bldg 884
501 East Moore Drive
MAFB-Gunter Annex, AL 36114-3014

Mail, fax, or email is an acceptable means for forwarding copies to HQ OSSG/KABS.
Fax number is: (334) 416-7795
Email address is: ITServices.bpa@gunter.af.mil